
Global Certificate in Global Mobility in HR

Global Assignment Lifecycle

Assignee: An employee who is assigned to work in a location other than their regular work location for a temporary period of time.

Cost of Living Allowance (COLA): A allowance paid to an assignee to cover the additional costs of living in a location with a higher cost of living than their home location.

Cross-Cultural Training: Training provided to assignees and their families to help them understand and adjust to the cultural differences they will encounter in their new location.

Destination Services Provider (DSP): A company that provides a range of services to assignees and their families, including home finding, school search, and settling-in assistance.

Expatriate: An employee who is assigned to work in a foreign country for a extended period of time.

Global Mobility: The practice of moving employees between different locations, either within the same country or internationally, to support the needs of the organization.

Global Mobility Policy: A set of guidelines and procedures that outlines the organization's approach to global mobility, including eligibility criteria, approval processes, and support services.

Home Leave: A period of time when an assignee returns to their home country for a visit, typically included as part of the assignment agreement.

Host Country: The country in which an assignee is working, as opposed to their home country.

International Assignment: An assignment in which an employee is sent to work in a foreign country for an extended period of time.

Repatriation: The process of returning an assignee to their home country and reintegrating them into the organization and their personal life after an international assignment.

Relocation: The process of moving an assignee and their family to a new location, either within the same country or internationally.

Tax Equalization: A policy in which the organization assumes responsibility for paying the assignee's taxes, ensuring that they do not pay more or less tax than they would have in their home location.

Temporary Assignment: An assignment in which an employee is sent to work in a location other than their regular work location for a short period of time, typically less than one year.

Trailing Spouse: The spouse or partner of an assignee who accompanies them on an international assignment.

Vendor Management: The process of selecting, managing, and evaluating the performance of vendors who provide services to assignees and their families.

Work Permit: A government-issued document that allows an assignee to legally work in the host country.

Cultural Intelligence: The ability to understand and adapt to cultural differences, often developed through cross-cultural training and experience.

Dual Career Program: A program that provides support and resources to trailing spouses to help them find employment or engage in other meaningful activities in the host country.

Hardship Allowance: A allowance paid to an assignee to compensate for difficult or challenging living conditions in the host country.

Housing Allowance: A allowance paid to an assignee to cover the cost of housing in the host country.

Immigration Compliance: The process of ensuring that the organization and its assignees comply with all relevant immigration laws and regulations.

Language Training: Training provided to assignees and their families to help them learn the language spoken in the host country.

Long-Term Assignment: An assignment in which an employee is sent to work in a foreign country for an extended period of time, typically one year or more.

Pre-Departure Orientation: A orientation provided to assignees and their families before they leave for their new location, covering topics such as culture, language, and logistics.

Rotation Assignment: An assignment in which an employee is moved to a new location for a short period of time, then returned to their home location, and then possibly moved to another location.

Short-Term Assignment: An assignment in which an employee is sent to work in a location other than their regular work location for a short period of time, typically less than six months.

Spousal Support: Support and resources provided to trailing spouses to help them adjust to life in the host country, including language training, career counseling, and social activities.

Tax Gross-Up: A payment made to an assignee to cover the additional taxes they will pay as a result of receiving a tax-free allowance.

Tax Protection: A policy in which the organization assumes responsibility for paying the assignee's taxes, ensuring that they do not pay more tax than they would have in their home location.

Temporary Housing: Short-term housing provided to assignees and their families while they are searching for a permanent home in the host country.

Tenure Neutral: A policy in which the organization does not count an international assignment as part of an

employee's tenure with the company, ensuring that they are not disadvantaged in terms of promotions or benefits as a result of the assignment.

Ultimate Beneficiary: The individual or entity that ultimately benefits from an international assignment, such as the assignee, their family, or the organization.

Vendor Management Program: A program that provides guidelines and processes for selecting, managing, and evaluating vendors who provide services to assignees and their families.

These are just a few of the many terms and concepts that are relevant to the Global Assignment Lifecycle in the course Global Certificate in Global Mobility in HR. Understanding these terms is essential for anyone working in global mobility, as they provide a common language and framework for discussing and managing international assignments.

For example, when an organization is considering sending an employee on an international assignment, they will need to consider a number of factors, such as the cost of living in the host country, the availability of language and cross-cultural training, and the impact of the assignment on the employee's career development. They will also need to consider the logistics of the relocation, including housing, transportation, and immigration compliance.

Once the assignment has been approved and the assignee and their family have arrived in the host country, they will need to navigate a number of challenges, such as cultural differences, language barriers, and adjusting to a new work environment. The organization can provide support and resources to help the assignee and their family adjust, such as language training, cross-cultural training, and spousal support.

At the end of the assignment, the organization will need to consider the process of repatriation, including reintegrating the assignee into the organization and their personal life. They will also need to consider the long-term impact of the assignment on the assignee's career development and the organization's global mobility program.

In conclusion, the Global Assignment Lifecycle in the course Global Certificate in Global Mobility in HR encompasses a wide range of terms and concepts that are essential for anyone working in global mobility. By understanding these terms and concepts, organizations can effectively manage international assignments and provide support and resources to assignees and their families, ensuring a successful and rewarding experience for all involved.